



Department of Administrative Services Customer and Employee Relations Job Announcement

ANNOUNCEMENT #: 200652

POSITION: Category Manager

LOCATION: State Purchasing
Strategic Sourcing Section
200 Piedmont Avenue
13th Floor, West Tower
Atlanta, GA

APPLICATION DEADLINE: Open until filled

WHO MAY APPLY: All applicants

PAY GRADE: 19

PAY GRADE SALARY RANGE: \$4,221.08 - \$7,373.62 per month

GENERAL DESCRIPTION: Join the State of Georgia and lead us through a transformation in adopting best practices in procurement.

The Category Manager will serve as a supervisor over a specialized category in State Purchasing's Strategic Sourcing section. This position will develop and execute procurement strategies that are designed to maximize customer satisfaction and minimize cost for assigned complex category(s), develop and maintain effective working relationships with internal and external stakeholders, and manage category and vendor performance. The Category Manager may manage multiple categories.

MINIMUM QUALIFICATIONS: Completion of a Master's degree in business administration (MBA) or public administration (MPA) from an accredited college or university

AND

Three years of professional procurement/sourcing experience, two years of which were in a supervisory capacity.

****OR****

Completion of a four-year degree from an accredited college or university

AND

Five years of professional procurement/sourcing experience, two years of which were in a supervisory capacity.

****OR****

Nine years of professional procurement/sourcing experience, two years of which were in a supervisory capacity.

****OR****

Two years of experience as an Associate Category Manager.

PREFERRED QUALIFICATIONS: Preference will be given to those applicants who, in addition to meeting the minimum qualifications, also possess one or more of the following:

- Certification as a Certified Professional Public Buyer (CPPB), Certified Public Purchasing Officer (CPPPO), Certified Associate Contracts Manager (CACM), Certified Professional Contracts Manager (CPCM), or a Certified Purchasing Manager (CPM)
- Prior government procurement experience
- E-sourcing experience
- Experience using PeopleSoft Financials 7.2 or 8.8
- Procurement/sourcing experience in one or more categories in the following areas:
 - Services
 - Goods
 - Capital Expenditures
 - IT